Oregon ELMS Key Terms

This reference sheet highlights some terminology changes that you may see in Oregon ELMS and is meant only to provide reference if some of the terms you are used to are different.

Previous Term	New Term in Oregon ELMS	Definition
Agency/Owner/ Director	Provider	Anyone who owns a child care facility is now called a provider
Visit	Inspection	A visit is now called an inspection. There is no change to the process.
Visit	Investigation	A visit based on a complaint is now called an investigation. There is no change to the process.
Pre-Certification	Pre-Licensing Application	The first form you fill out before an application
Self-Report	Required Notification	If something happens at your facility, you report it as a Required Notification
CBR Application	Background Check	Background check is available in the Public Access Portal through the background check module. It is still a CBR application.
License-Exempt Facility	Exemption	If your facility does not need a license, this is called an exemption
ERDC Listing Form (7494)	Subsidy Application	This paper form is now called a subsidy application
Connection	Placement	When a family and a provider are matched this is called a placement
Billing Form / Voucher	Child Care Billing	Providers enter hours here to get paid
Children (on ERDC case)	Dependents	Children listed on a family's case are called dependents
List Status	Subsidy Status	This shows if a family's subsidy is approved, pending, denied or expired
Provider/License Number	Provider ID# and Facility ID #	You now get one ID number for you and a different ID for each facility. Your R # will remain the same.
ERDC	Subsidy	Oregon ELMS refers to ERDC as subsidy, it means the same thing
N/A	Public Access Portal	The portal serves as the access point for providers, child care program staff, and provider household members to Oregon ELMS. Access requires a username (email) and password. New providers are required to register, while existing providers will have accounts established when Oregon ELMS becomes operational.
N/A	Family Portal	The portal ERDC families use to access Oregon ELMS. Each family account is created in the ONE system, after which families receive a registration code to log into Oregon ELMS.